

**CITY OF AUBURN
TELECOMMUNICATIONS COMMISSION**

**Thursday, March 10, 2005
4:00 p.m. to 5:30 p.m.**

Auburn City Hall
Room 10, 2nd floor
1225 Lincoln Way, Auburn, CA 95603

Meeting Minutes

1. ROLL CALL AND DETERMINATION OF A QUORUM

Glenn Tonkin, Mark McDonald, Teresa Schredl and Al Stier were present. Meeting was called to order at 4:05pm.

2. AGENDA APPROVAL

Motion to approve the agenda made by Mark, seconded by Al.

3. PUBLIC COMMENT

Glenn welcomed Teresa and Al to the Auburn Telecommunication Commission.

4. APPROVAL OF MINUTES

The meeting minutes from Feb 10th were corrected to reflect the correct spelling on Teresa's name and change the date from March 15 to March 14 for the quarterly ATC report to the city council.

5. BUSINESS

A. Starstream Communications:

Dean Henderson was unable to attend at the last minute, however he did send an email to Glenn with some general statements on the upgrade progress: The status of the Phase 1 Penryn link is ahead of schedule. Phase II (South Auburn) is ahead of schedule. The analog service agreement for Turner Classic Movies has been completed and notification to subscribers has been sent out in the monthly bills indicating that this channel will be available starting April 1 on CH. 51. Site surveys have been completed on all PEG sites with the exception of the termination location at the Arts Center location. The reason this wasn't completed is that this is not a city building, but instead privately owned. Consequently, Starstream must receive permission from the building owner before moving ahead with this any service connection. Glenn indicated that CH. 19 now has a schedule of Starstream work continuously running. Also, the flyers and door hangers have not been printed yet. These will be distributed soon as the upgrade continues through the south Auburn neighborhood. The Commissioners will also be doing random checks in each of the neighborhoods as Starstream continues with their upgrades.

The Commission discussed concerns about not having anyone from Starstream at our meeting. Specifically, we need more detail on the upgrade schedule and the status on the lease for their new Auburn location. Al suggested that Starstream run a "FAQ" – frequently asked questions update on Channel 19 and the status of the upgrade on their website.

B. Quarterly Report to City Council

1. Glenn is scheduled to give his quarterly update to the City Council on March 14th and will be using the Starstream status reports for the basis of his presentation.

C. ACTV Update – There is conflict of information between Starstream's CH. 4 and the information on their Website with regards to some channel listings. Channels 19, 20, 21, which are ACTV's public access channels, have incorrect programming assignments on the Website. Starstream is aware of the problem and will be working to resolve it.

The Board of Directors will be meeting on March 22.

6. CORRESPONDENCE – Glenn handed out new Commissioner rosters.

7. INFORMATION AND ANNOUNCEMENTS BY COMMISSIONERS – Glenn was to distribute new business cards to Teresa and Al, after the meeting.

8. AGENDA ITEMS, DATE, AND TIME OF NEXT MEETING

Next proposed meeting on regular schedule – April 14, 2005 - Time: 4:00 pm. The Starstream upgrade will stay on the agenda until completion.

9. ADJOURNMENT – Meeting was adjourned at 4:57pm.